Incoming/Outgoing Funds Report and NP Incoming/Outgoing Funds Report

The Incoming/Outgoing Funds Report and the NP Incoming/Outgoing Funds Report options provide summarized information by Area or Location and Fiscal Year for all incoming and outgoing funds.

Incoming/Outgoing Funds Report:

To print a report for Incoming/Outgoing Funds, click "Reports", "Incoming/Outgoing Funds Report" and either "by Area" or "by Location" on the Research Documentation screen (fig. 1) to open the report option screen (fig. 2a).

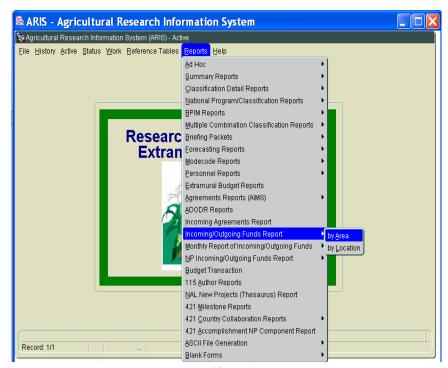
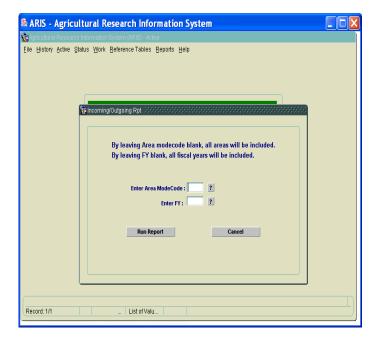


Figure 1 – Incoming/Outgoing Funds Reports



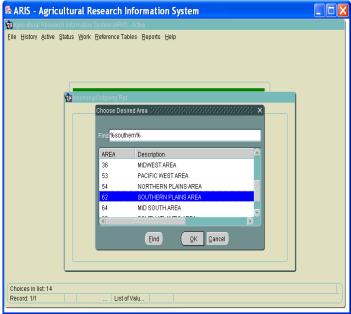


Figure 2a - Report Option Screen - by Area

Figure 2b – Query Screen – Area Selection

Enter the mode code of the Area or Location and fiscal year. Use the "?" to query and select the appropriate Area (fig. 2b) or manually type in the value, if known (fig. 2c).

Note: By leaving the FY blank, all FYs will be included; by leaving the Area blank, all Areas will be included.

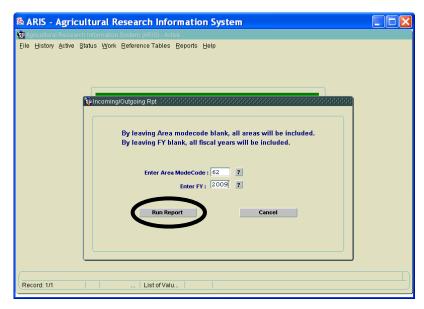


Figure 2c - Query for Southern Plains Area for FY2009

Click "Run Report" to launch Adobe Acrobat and display the print file (fig. 3). To print, click the "Printer" icon on the Adobe Tool bar and "OK."

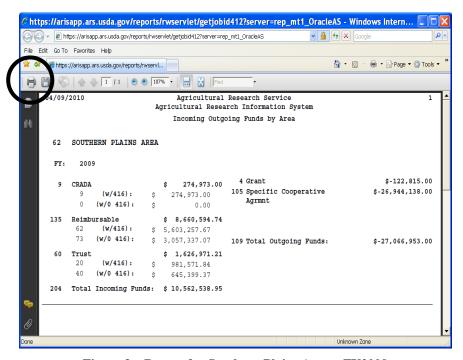


Figure 3 - Report for Southern Plains Area - FY2009

The report lists the projects with incoming and outgoing funds in the fiscal year(s) requested by project type.

Note: This report only includes the number of projects that received funds in the fiscal year. It does not include projects that were active but did not receive or provide funds in the designated year.

NP Incoming/Outgoing Funds Report:

To print a report for NP Incoming/Outgoing Funds, click "Reports", "NP Incoming/Outgoing Funds Report" and either "by NP", "by NP/Area" or "by NP/Location" on the Research Documentation screen (fig. 4) to open the report option screen (fig. 5a).

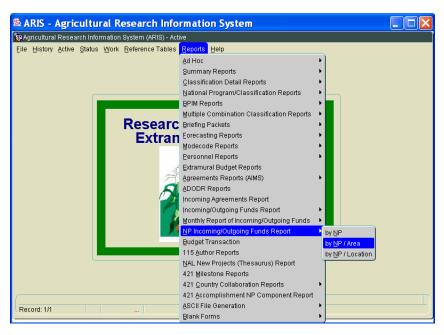


Figure 4 - NP Incoming/Outgoing Funds Report

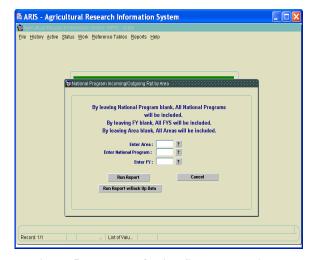


Figure 5a - Report Option Screen - By Area

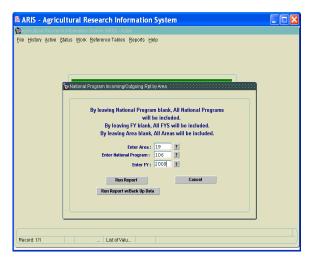


Figure 5b – Query for North Atlantic Area, NP106

Enter the NP, Mode Code of the Area or Location, and fiscal year, depending on the report option selected. Use the "?" to select the value(s) or manually type in the value, if known (fig. 5b).

Note: By leaving National Program blank, all National Programs will be included; by leaving FY blank, all FYs will be included; or by leaving Area blank, all Areas will be included.

Click "Run Report" to launch Adobe Acrobat and display the print file (fig. 6a). To print, click the "Printer" icon on the Adobe Tool bar and "OK."

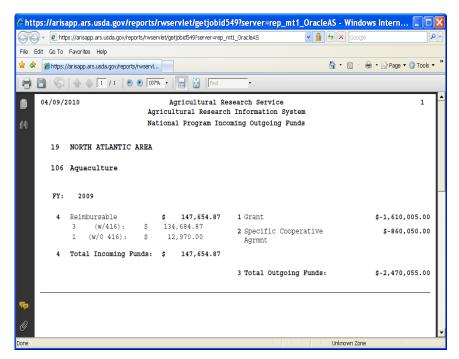


Figure 6a - Report for North Atlantic Area, NP106, FY2009

An additional option "**Run Report w/Backup Data**" is available for this report, which creates a summary report as well as a report containing the backup data to support the summary.

Two Adobe Acrobat screens will be displayed (fig. 6a and 6b). To print, click the "**Printer**" icon on the Adobe Tool bar and "**OK**" for each report displayed.

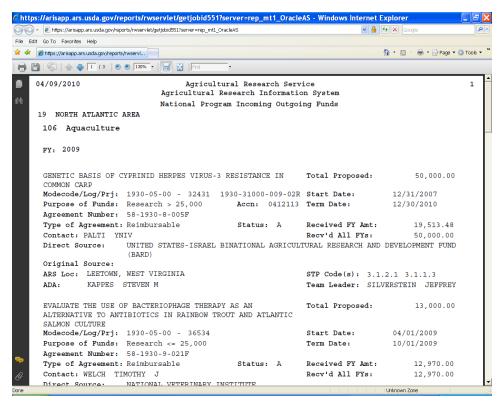


Figure 6b - Report for North Atlantic Area, NP106, FY2009 – Backup Data

The report lists the projects with incoming and outgoing funds in the fiscal year(s) requested by project type.

Note: This report only includes the projects that received funds in the fiscal year. It does not include projects that were active but did not receive or provide funds in the designated year.